

INDUS GTTM

GT Estate Word Processor

By Ron Kelly

THE GT ESTATE WORD PROCESSOR

An IJG, Inc. Product

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Introduction

The GT Estate Wordprocessor(tm) turns your Atari computer into an easy-to-use word processor with many of the capabilities found in the most expensive professional machines. The GT Estate Wordprocessor provides a simple yet effective tool for your writing needs by incorporating a combination of control keys, with which you can enter a variety of commands with a single keystroke, and a 'Command Line' which provides the ability to enter more complex statements, and perform such operations as saving and loading text from disk.

The GT Estate Wordprocessor is a 'screen-oriented' word processor. This means that you can access all of the text that you see on the screen at any given time. GT Estate Wordprocessor has many features such as the ability to locate and change all (or some) occurrences of any letter, word, or block of text (known as a global search and change), insertion and deletion of letters, words, entire lines, and even blocks of text, as well as easy movement of large sections within the text. The GT Estate Wordprocessor features such formatting options as right margin justification, text centering, and automatic page numbering.

Using This Manual

Instructions can be dull, tedious and uninformative, with obscure technical language obfuscating the exposition (what?). In this manual we will use explanations and examples that are easy to understand, and straight to the point. We will try to avoid the complications of programming terms, but if it becomes necessary to discuss something of a technical nature, we will attempt to simplify and explain everything each step of the way.

The best way to learn to use the GT Estate Wordprocessor is by trying the various commands as you read about them. You will discover the best way to do the things you want to do by using GT Estate Wordprocessor and experimenting with different combinations of commands.

If the computer is 'new' to you, then we recommend that you read the Atari manuals that came with it before you begin using the GT Estate Wordprocessor. This will make you more familiar with the ins and outs of the computer as we discuss the various parts of the system.

Notation

One of the most frustrating and confusing things about a computer tutorial (and this goes for the writer as well as for the reader) is the notation used to indicate what you enter (or type) into the computer, what the computer prints out on the video screen, and how we indicate a sequence of keys to press or keys that must be pressed at the same time. Here are the special notations we have used in this manual along with their explanations.

A letter or word enclosed in brackets (<A>) indicates one of the keys on your Atari keyboard. In this case, the 'A' key should be pressed.

<CTRL>

This refers to the 'control' key, located on the left side of the keyboard. In most cases, the <CTRL> key is used in combination with another key to tell the GT Estate Wordprocessor to execute a special function. The '-' sign will be used to indicate that two keys are to be pressed at the same time.

<RETURN>

This key is located on the right side of the main keyboard. This key causes the cursor to 'return' to the left side of the screen. It is used mainly to terminate lines on the screen, but some command sequences require that a <RETURN> be pressed at the end. When you press this key, a 'control-M' is placed in the text.

<CTRL>-<A>

This means that you should press the <CTRL> key, and, while still holding it down, you should press the <A> key so that both keys are being held down at the same time. Note that pressing the two keys in the reverse order will not produce the same result.

<ESC><R>

This means that you should press the keys in a special sequence. In this particular example, you should press the <ESC> key, take your finger off of the key, and then press the <R> key (You can then take your finger off of that key also.)

Spaces and Other Special Characters

A 'character' is anything that appears on your video screen. Even spaces, which appear to be blank, are counted as characters. These are the different types of characters that can appear on screen:

Letter Characters

'A' through 'Z' in upper and lower-case. When GT Estate Wordprocessor boots up, you are in the normal typewriter mode of upper and lower case. To lock into uppercase letters, hold down the <SHIFT> key and press the <CAPS/LOWR> key. You can return to the upper/lower case mode by pressing the <CAPS/LOWR> key once. A word of caution here - be careful to avoid the <Atari symbol> and control <CTRL> keys while using the <CAPS/LOWR> key. If you accidentally hold down one of these keys as you press the <CAPS/LOWR> key, the computer will begin printing control characters or graphics characters on the screen, depending on which combination you accidentally pressed.

You can clear this condition and return to normal upper/lower case operation by pressing the <CAPS/LOWR> key once.

Number Characters

The numerals '0' through '9', located across the top row of the keyboard.

Symbol Characters

Those characters that appear above the number keys (like '!', '@', and so on), as well as the '+', '-', '=', '*', and other keys.

Control Characters

These characters are generated by holding down the <CTRL> key and simultaneously pressing a letter key. If a control character is printable, it appears on screen as a reverse field upper-case letter (dark letter on a light block background).

The ZERO Character

This character generally causes trouble because it is easily confused with the letter 'O'.

Text Buffer

This is the name of the block of memory where your text is stored when you are editing a document. This buffer will hold a maximum of about 20000 characters (on a 48K computer).

Copy Buffer

This is the name of a small holding area where you can store a block of your text. This buffer, which holds about 4000 characters, is useful for such things as moving paragraphs from one place to another.

Filespec

This word is used to describe the name of a disk file. It means 'file specification', and refers to the name you assign to the text you save on disk. These files may contain an exact duplicate of what was displayed on the screen, or can be 'formatted' to look as though the material had been 'printed' on paper. Picture these files as being sheets of paper which contain your text, in file folders with names (filespecs) on them. The disk can be thought of as a filing cabinet in which the files are stored.

Refer to your DOS XL Operator's Guide manuals for a full description of disk files;

for now, we will provide only the information you need to use files with the GT Estate Wordprocessor.

The Atari computer performs input and output operations (referred to as 'I/O'), through devices such as the keyboard, video display and disk drives. Each device is assigned a name. For example, the disk drive is called 'D:' (note the colon after the 'D', which must be included in the device name). Since you can have more than one disk drive, you can also include a drive number. The second disk drive is called 'D2:', and so on. When you type in a filespec (using the Command Line commands), you must also include a device name. The filespec can include an extender, which can be any three-letter combination, following a period.

So a complete filespec would look like this:

```
* --- Device name code
** --- Device number (optional)
** : --- Colon terminates device name
** :***** --- File name (up to 8 letters and numbers)
** :***** --- Separator (required with extender)
** :***** *** --- Extender (up to 3 letters)
```

D2:EXAMPLE.TXT

If you don't include an extender, the GT Estate Wordprocessor will put the extender ".TXT" on the name for you. When you look at the directory listing for the data disk, the ".TXT" will remind you that this is a "TeXT" file. Refer to your DOS XL Operator's Guide for more information on file specs and disk files.

System Hardware Requirements

GT Estate Wordprocessor comes on a normal DOS XL compatible, single density disk. The minimum hardware required is:

- * Any Atari computer computer with a minimum of 48K RAM
- * Indus GT Disk Drive or equivalent
- * Atari compatible printer - serial or parallel, dot matrix or letter quality (Your printer will need to be set in "Automatic Line Feed with Carriage Return" mode. Your printer manual should be consulted as to how this should be accomplished on your particular printer.)
- * Atari Printer Adapter Module (Optional. Required if printer does not have Atari direct connect interface built in.)

Loading Instructions

Turn your computer system off. Then turn the disk drive on. Place the GT Estate Wordprocessor disk in your drive with the label side up. Now turn on your Atari computer and the program will automatically load and run.

After the GT Estate Wordprocessor title page and copyright statement appear on the screen, press any key to enter the EDITOR.

Using the GT Estate Wordprocessor

There are basically two parts to the GT Estate Wordprocessor: the EDITOR, which is used for text entry, and the FORMATTER, which is used for the output of text. The EDITOR is your direct link to text material and to commands that you include in the text to control the FORMATTER. Think of the EDITOR as your input controller and the FORMATTER as your output controller.

The EDITOR

When GT Estate Wordprocessor loads, the copyright message is displayed. Press any key to begin text entry. When the editing screen appears, you will see a line at the top of the screen containing groups of letters and numbers. This line is called the 'status line.' It contains information about the status of the GT Estate Wordprocessor system. Reading from left to right, you will see C:, A:, R:, and L:, each followed by a number. These letters have the following meaning:

C: The current column position of the cursor is displayed following the colon. A text line may contain up to 255 characters.

A: The accumulated number of characters preceeding the cursor (all the way to the beginning of the text) is indicated after the colon.

R: Indicates the remaining number of characters that can still be typed in without exceeding memory limitations. The number will vary depending on how much text you have already typed in and how much memory you have installed in your computer.

L: Shows how much space is left in the 'copy buffer.' A maximum of 4096 (4K) characters can be copied at one time.

At the right side of the status line is the word 'OK'. This indicates that you are in the normal operating mode. This 'OK' is one of several two-letter messages that may appear at this position on the screen. This 'message window' will inform you of errors, let you know when the copy buffer is open, and do other things which we will discuss later.

At the bottom of the screen is a line of dashes, known as the 'Command Line'. This line is used to enter special instructions for the GT Estate Wordprocessor to execute, such as loading or saving text.

Below the status line, you will see a white block character at the upper left side of the screen (this corner is called the 'home' position). The white block is called the 'cursor.' It shows you where the next character you type will appear on the screen.

To begin entering your text, just start typing. As you type, the cursor will move from left to right until it reaches the 20th character position on the screen, and the line counter will increment, displaying the current position on the line.

If you hold a key down for more than a half second or so, it will begin to repeat on the screen, and will keep repeating until you release the key.

When you are typing text on the screen, the editor is always in the 'insert mode', which means that what you are typing is being 'inserted' into the text. If there is anything after the cursor on the screen, then what you type will appear before the existing text.

The GT Estate Wordprocessor provides you with a method with which you can tailor the length of your lines in memory for easy management of text on the screen. When you get to the point where you would like to finish the current line, press the <RETURN> key and a new line will be started. As you will see later, if formatting commands are included in the text, the <RETURN> has no effect on printout - it only serves as a line terminator for displaying the text on the screen. However, if no print formatting instructions are included in the text, the formatter will treat the <RETURN> as a normal carriage return (and line feed), and the text will be printed just as it appears in memory.

Ordinarily, you will not use lines longer than 80 characters for normal writing, but the GT Estate Wordprocessor allows lines of up to 255 characters in length (including the mandatory <RETURN> at the end of the line). This allows the creation of forms, charts and other special applications. When you reach a line's 250th character, the computer will beep a warning with each key stroke. After the 255th character, the cursor will disappear entirely and any further characters that you type will be lost. GT Estate Wordprocessor has a tendency to slow down during input when the lines get over a hundred or so characters long. So just for the sake of speed, you should keep the lines as short as convenience allows.

The Commands

There are two command levels in the GT Estate Wordprocessor: Controls, which execute immediately, and Statements, which are executed from the Command Line at the bottom of the screen. Once you have learned the various commands, it becomes almost second nature to move back and forth between the two levels.

Be sure you know which command level you are operating on so that you do not accidentally alter the text. For instance, typing <CTRL>-<X> will erase the preceeding line in the text buffer, while typing <ESC><X><ESC><ESC> (which appears as \$X\$\$) on the Command Line will cause an exit to DOS which will kill any text you may have in memory! Therefore, be cautious and double-check every statement you write on the Command Line before you execute it.

Each control command is executed by first holding down the <CTRL> key and then pressing one of the keys indicated below while still holding down the <CTRL> key. Here is a summary of the commands:

Editing Command Summary

NOTE: All commands require the <CTRL> key to be held down first.

<CTRL>-.....Cursor to bottom of text
<CTRL>-<C>.....Close copy buffer
<CTRL>-<G>.....Repeat last COMMAND LINE
<CTRL>-<H>.....Delete previous character
<CTRL>-<I>.....Insert TAB
<CTRL>-<J>.....Insert copy buffer contents
<CTRL>-<K>.....Erase contents of copy buffer
<CTRL>-<L>.....Invoke print formatter
<CTRL>-<O>.....Open copy buffer
<CTRL>-<T>.....Cursor to top of text
<CTRL>-<U>.....Delete next character
<CTRL>-<X>.....Delete previous line
<CTRL>-<Z>.....Delete next line
<CTRL>-<UP ARROW>.....Cursor to beginning of previous line
<CTRL>-<DOWN ARROW>.....Cursor to beginning of next line
<CTRL>-<LEFT ARROW>.....Cursor one character backwards
<CTRL>-<RIGHT ARROW>.....Cursor one character forwards
<CTRL>-<DELETE>.....Delete next character

Note:<CTRL>-<L> is a special control code, used to invoke the FORMATTER. It is usually followed by text formatting commands which will be discussed later.

These control commands can be executed with the cursor located anywhere in the text. If any character other than those shown in the list is typed, it will be displayed in the text as a reverse-field control character.

When we talk about cursor movement, there are two types we are concerned with; 'non-destructive' movement, in which the cursor moves around in the text without causing any changes to take place, and 'destructive' movement, which, as you may well imagine, causes the text to change in some way as the cursor passes over it. Here is a more detailed look at the <CTRL> key functions, grouped into categories of action:

Cursor Movement (non-destructive)

Controls in this group move the cursor within the text, without changing the existing text. We'll use the sample text you just entered to illustrate what happens with each of these commands.

<CTRL>-

This moves cursor to bottom of the text. This command places cursor at the end of all text in memory. If you press this combination, the cursor will go to the bottom of the text on the screen.

<CTRL>-<T>

This command places the cursor just before the first entry in the text buffer. Press this combination and you will see the cursor jump to the top line of text. This will be most useful to make certain you are printing or writing the entire text since the LP: (list to printer) and WD: (write to disk) commands will print or write only the text following the cursor.

<CTRL>-<up arrow>

This command positions the cursor at the absolute beginning of the previous line, at the left side of the screen. Try this command and watch the cursor move backward through the copy.

<CTRL>-<left arrow>

This command slides the cursor one to the left, while moving the character previously in that position one place to the right.

<CTRL>-<right arrow>

This command moves the cursor to the right (or down to the next line if at the end of a line), by one position, and slides the character in that position to the left.

Cursor Movements (destructive)

These controls move the cursor and alter the text in some way as the cursor is moved.

<CTRL>-<H>

This command works exactly the same as the <BACK SPACE> key. It deletes the character before the cursor and moves the text following the cursor back to the left one position.

<CTRL>-<I>

This command actually places a tab command, <CTRL>-<I>, into the text and the cursor moves one position to the right.

<CTRL>-<U>

This command operates exactly like the <DELETE> key. It erases the character to right of cursor and moves any text following it to the left by one position.

<CTRL>-<X>

This command deletes the all text from the current cursor position to the previous carriage return (CTRL-M).

<CTRL>-<Z>

This command deletes all text from the current cursor position to the next carriage return (CTRL-M).

Copy Buffer Controls

Let's take a detailed look at the use of the copy buffer. The following group of controls access the copy buffer.

<CTRL>-<C>

This command closes the copy buffer to further input. Use this before moving the cursor to a new location, after filling the copy buffer.

<CTRL>-<J>

This command inserts the contents of the copy buffer at current cursor position. Just move the cursor to the position you wish to place the copy of the buffer contents, and press the keys. The contents of the copy buffer are duplicated in the text, and anything after the current cursor position is moved to the end of the duplicated text.

<CTRL>-<K>

This command empties the copy buffer, and restores the buffer memory counter.

<CTRL>-<O>

This command opens copy buffer. Position the cursor at the END of the text you wish to duplicate in the copy buffer, and press this key combination. You may now move the cursor to the HEAD of the text to be copied (using any of the cursor movement commands), and press <CTRL>-<C> to close the buffer.

To use the copy buffer, place the cursor at the END of the text to be duplicated, open the buffer with the <CTRL>-<O>, and use the cursor movement controls, <CTRL>-<Up Arrow> (move to beginning of previous line), <CTRL>-<Right Arrow> (move one character backward) or <CTRL>-<T> (cursor to beginning of text), to place the cursor at the START of the area to be copied, then close the buffer with a <CTRL>-<C>.

If you are trying to accomplish a block move of text, you can fill the buffer and erase the original lines as you go, using the <CTRL>-<H> (delete previous character) or <CTRL>-<X> (delete previous line) commands.

Any text you may wish to add (using the procedure outlined above) will be added to the beginning of the current contents, of the copy buffer, so be careful. It is best to move one section at a time, and clear the buffer after each use. Also, be sure to close the buffer after filling it with the text you wish to preserve, before moving the cursor anywhere else in the text. Strange things will happen to the contents of the buffer, such as erasing characters at the beginning, if you move the cursor forward in the text while the copy buffer is still open.

Special Controls

<ESC>

When you press this key while you are in the EDITOR, it transfers control to the Command Line. After you have entered whatever command you want, pressing this key twice <ESC><ESC> will execute the command and return control to the EDITOR.

<START>

Printer control switch. Pressing <START> during output to a printer (or other device) will stop the output, and display the message 'LIST ABORT WITH START'. You can then press the <RETURN> key to return to the EDITOR with the cursor positioned at the spot that printing stopped.

<DELETE>

This command operates exactly like <CTRL>-<U>. It erases the character to right of cursor and moves any text following it to the left by one position.

The FORMATTER

One of the features that makes the GT Estate Wordprocessor so versatile is its ability to format and print your text. You can control such things as centering, line width, page length, margin justification, paragraph indentation and page numbering.

Print Formatter Command Summary

NOTE: These commands must be preceeded by a <CTRL>-<L>.

<A><T/F>.....Autoline feed after paragraphs

<n>.....Set form length to 'n' lines

<C><T/F>.....Center text lines

<D><n>.....Insert 'n' line feeds

<E><n>.....Indent paragraphs 'n' spaces

<F><T/F>.....Right margin justification

<G><n>.....Set form width to 'n' characters

<K>.....Cancel previous print formats

<L><n>.....Sets left margin to 'n'

<N><Tn/F>.....Page numbering starts at 'n'

<O>.....Reset margins and auto line feed

<P>.....Advance paper to top of form

<R><n>.....Right margin set at 'n'

<S><n>.....Set number of lines per page to 'n'

<W><character>.....Writes character directly to printer

The Format Commands

Now lets examine the print FORMATTER command structure.

<CTRL>-<L>

Begin entry of formatting commands. All formatting commands must be preceeded by a <CTRL>-<L>, and terminated with a <RETURN>. Most format lines can be placed anywhere in your text. Format commands preceeding the cursor are ignored during list operations.

When you press <CTRL>-<L>, a reverse-field 'L' is displayed on the screen at the current cursor position. If you enter <CTRL>-<L><RETURN>, with no format commands, a new line will start. Usually this is done to define a new paragraph, but you may also use it to prevent the FORMATTER from merging two separate lines into one. Each command line, even an empty one, starts a new line and puts a space between two paragraphs.

Here are the commands used to control the print formatting - 'T' indicates True, which means the function is activated. 'F' indicates False, which turns the function off.

<A><T/F>

Automatic line feed after each paragraph. Default is False. This causes a line-feed character to be sent to the printer after each paragraph is printed. This can be used to separate the text in a clearer fashion.

<n>

Define new form-length. Default value is 66. The length of the form must be greater than or equal to the number of lines per page. This is used by the FORMATTER as a counter for advancing the paper to the top of the next form.

<C><T/F>

Center text lines. Default is False. This will cause the printed text to be centered between the left and right margins (if left and right margins were defined earlier). This command has priority over right margin justification.

<D><n>

Insert 'n' line-feeds. This command causes 'n' line-feeds to be sent to the output

device. This is useful for preparing such things as forms, which have a lot of space between lines.

<E><n>

Indent paragraphs 'n' spaces. Default is zero. Each time a new paragraph (<CTRL>-<L>) is printed, the FORMATTER will indent the first line by the number of spaces you indicate. This only works after the definition of the right margin has been entered.

<F><T/F>

Right margin justification. Default is false. This command gives your text a professional look by adjusting each line so that the right margin is even ('justified'). The FORMATTER accomplishes this by adding spaces between the words in each line it prints out. The FORMATTER requires that the right and left margins be set, otherwise it will not know to which column it should justify.

<G><n>

Define new form width. Default is 80 characters.

<K>

Erases all previous definitions for printout. Since your GT Estate Wordprocessor will remember all of the print format controls from the last document printed during each session, beginning each letter or text file with a <CTRL>-<L> <K> will prevent some embarrassing situations. Please Note: The "K" command will not re-set any special control codes that have been sent to your printer using the <W> command (writing special hex control codes to your printer). To cancel any special codes of this nature you will have to write another special character to your printer -- consulting your printer manual.

<L><n>

This command sets the left margin at position 'n.' The FORMATTER sends the number of spaces indicated by the left margin position before it sends the line of text. The default is zero. The value given for the left margin has to be less than the value of the right margin.

<N><T(n)/F>

Page numbering starts with page 'n.' The first page number is not printed. The following numbers are printed at the top center of the page. Entering 'F' causes page numbering to be turned off. If page numbering is OFF, you can use the 'N' command to turn it back ON.

<O>

Re-sets the left and right margins as well as the automatic line feed to the default values.

<P>

Causes the printer to advance the paper to the top of the next sheet (form feed). This is done by sending line-feeds to the printer until the internal counter reaches the top of the next page, as defined by the form length (normally 66 lines per page). If you are doing multiple printouts, include the 'P' command at the end of the text to automatically force a new page on the printer.

<R><n>

Sets right margin to position 'n'. (If n>0 and n>left margin and FT (Formatter True) command has been previously been issued, then it is no longer printed in the ragged right mode.)

<S><n>

Sets 'n' lines per page. The number of lines per page must be less or equal to the form length (see above). Default value is 56 lines per page. Whenever this statement is encountered, the FORMATTER will position the paper to the top of the next page, so be careful where you put this in the text. If it occurs at the beginning of the text, the first page will be skipped.

<W><character>

This command writes the 'character' directly to the printer and is usually used to send control commands directly to the printer. For example, hex \$0F (a hex number) sets the Epson MX-80 to the narrow font mode. To send a hex value, first type <CTRL>-<L>, then go to the command line with <ESC>, type 'H' (which means 'insert hex byte') followed by the two digit hex value (00 to FF) you want to insert, and finish with <ESC><ESC>. This will put the required hex value on the print FORMATTER line.

You can include as many commands as you wish on one line, and it is not necessary to separate them.

EXAMPLE

This example will demonstrate how to send a HEX Byte value to your MX80 printer to turn on its condensed font type.

Type <CTRL>-<L>. Type capital <W>. Type <ESC> (this gets you on the command line). Type capital <H> (this signifies that you will be writing a hexadecimal value). Type <O> and then capital <F>. Now type <ESC><ESC> and the GT Estate Wordprocessor will write what appears to be an inverse capital O next to the inverse L and capital W you have previously written in your text. At this time you can write additional print format commands, if desired, to compensate for the additional number of characters that can now fit on the same line.

The Command Line

Inputs are made on the command line by first pressing the <ESC> key. This causes the first dash on the command line to be replaced by a dollar sign ('\$'). You can then enter multiple commands, separated by <ESC> (which displays the '\$'). To execute the command line, just press <ESC><ESC>. This displays the 'pound sign' ('#') symbol at the end of the line and tells the GT Estate Wordprocessor to begin executing the commands you have entered.

The command line is used for such functions as printing formatted text, retrieving files from a disk, and invoking certain editing functions.

The following commands are available from the command line:

COMMAND LINE Command Summary

<C>.....Change string
<D>.....Delete string
<E>.....Erase entire text buffer
<I>.....Insert string
<L>.....Invoke print formatter
<R>.....Read file from a device
<S>.....Search for a string
<W>.....Write file to a device
<X>.....Exit to DOS

Some of these commands can be executed several times by entering a number from 2 through 255 in front of the command.

<G> Repeat Command Line

You can repeat the whole Command Line by using the <CTRL>-<G> command from the EDITOR, which brings you back to the beginning of the line. This is possible only if the Command Line was executed without error. If an error occurred the program

jumps back to the control mode.

Here is a description of the parameters used with Command Line instructions.

<C> String Search and Replace

Strings preceded by '/' are searched locally, which makes nested searches possible, such as %CBaseball is fun%/Base\$Soft\$, which causes the substring 'Base' to be changed to 'Soft' only when it occurs in that context. When the command executes, the targetstring is located, then the portion of the string following the slash (/) is changed to the string following the next <ESC> (\$) (the last string on the command line). If this local nested search is not used, as in: %CBase\$Soft\$, then the first occurrence of the letters 'Base' will be changed to 'Soft' regardless of where they appear in the text, even if they are in a larger word.

To repeat a change a number of times within the text, type the number of times the change is to be repeated before the letter 'C.' For example: %255CBaseball\$Softball\$ changes the designated string up to 255 times. In the event that the string you want to change occurs more than 255 times, type <CTRL>-<G> to execute the changes another 255 times.

<D> Delete a String

This command erases the next occurrence of a string. To make the same erasure a number of times, type the number of changes desired before the letter 'D.' For example: %255DBaseball\$ erases the word 'Baseball' the next 255 times it occurs (if it occurs less than 255 times, the command stops). If the string you want to erase occurs more than 255 times, just type <CTRL>-<G>, and the erase executes another 255 times.

<E> Erase text buffer

This command erases the entire contents of the text buffer. The contents of the copy buffer are not affected.

<I> Insert String

This inserts the specified string at the current cursor position. Repeated inserts can be done by typing the desired number of repeats prior to typing the 'I' statement.

<L> Listing Your Text

This is the command you use to print your text. It formats and prints the text, beginning at the current cursor position. The devices are:

E: Screen (unsplit)

P: Printer

D: Disk (must also include filespec)

Please remember when using this command that only the text that follows the cursor will be printed. It will be helpful to get in the habit of pressing <CTRL>-<T> (moving the cursor to the top of your file) prior to entering the List command sequence.

When sending the formatted listing to the screen, a single 'L' (as in \$LE:##) sends only the first 38 characters to the screen. An 'L' followed by a 2 (\$L2E:##) sends all characters from the 38th position to the screen-device. If you list the text to a disk file, you can subsequently print it out using the DOS COPY FILES command. To send it to a parallel printer from DOS, the format is:

FILE TO COPY FROM: D1:filespec

FILE TO COPY TO: P:

This is useful for printing multiple copies of the text file.

<R> Reading A File Into Memory

<ESC>RD:TEST.TXT<ESC><ESC> reads a file into memory. After the load is completed, the cursor is positioned at the end of the text just loaded. If there is any text after the cursor before the file is loaded, then it still will be in the same position after the file is loaded. Text appearing before the cursor remains unchanged.

<S> String Search (No Replacement)

This command will search for the next occurrence of the specified string move the cursor to the point just past that occurrence. If you include a number (from 1 thru 255) before the <S>, the search will stop at that occurrence of the target string. For example, \$S5and\$# will stop at the 5th occurrence of the word 'and' beginning at the current cursor position. You can do manual multiple searches, as well, by not including a number first, and using the <CTRL>-<G> command to re-execute the search. The search will continue until the end of the text is reached. If the target string cannot be found, the error message "S?" appears at the upper right side of the

<W> Saving a File to Disk

<ESC>WD1:TEST.TXT<ESC><ESC> writes text to file on drive 1.

In the example, this command writes the file 'TEST.TXT' to disk. The file is written just as it appears in memory. The formatting commands and all control characters are preserved in their original form, but not executed during the save operation. Please remember when using this command, that only the information which appears after the cursor will be written to the disk. This is useful if you want to save the last part of a file, but it is a better practice to get in the habit of pressing <CTRL>-<T> (moving the cursor to the top of your text file) prior to beginning the Write to disk command sequence. This way you will be certain that you have saved the entire file.

<X> Exit to DOS

This command transfers control to the disk operating system to do such things as look at the directory, change filenames, and so on. You can not return to the GT Estate Wordprocessor(tm) once you have gone to DOS without reloading the entire program by typing "AUTORUN.SYS" with your GT Estate Wordprocessor Master (or a copy of it) installed in your disk drive.

NOTE: When using the command line, all entries should be in upper case letters.

Status Codes of the Editor

The GT Estate Wordprocessor status codes are two characters long and are displayed in the upper right-hand corner of the screen. If an error occurs, the message is displayed and control returns to the EDITOR. These are the error messages and circumstances:

OK

No errors detected.

CO

Command line Overflow. No more than 40 characters are allowed on the command line.

E?

Invalid character in command line.

#?

The number in front of a command is larger than 255.

CH

The CHange command was entered without including a target string.

I?

No more space in text buffer.

C?

Copy buffer is full.

S?

String not found, or no target string indicated.

L?

Something went wrong during execution of the L(list) command. (Wrong file, printer

not attached.)

RW

Read/write error. (File does not exist or error occurred during the read/write operation.)

BO

The copy buffer is open.

Error Messages of the FORMATTER

If an error occurs, the screen will clear and the error message will appear at the top. To clear the error condition, press any key, and control passes back to the EDITOR, with the cursor at the location of the error.

CIO ERROR DURING PRINT

An error occurred during printing of text, or the <BREAK> key was pressed during printout.

ILLEGAL COMMAND

An unknown command is in the format command line.

ZERO IS NOT ALLOWED

A parameter of zero has been entered at a place where it is not allowed.

T(RUE OR F(ALSE EXPECTED

A command requiring the T or F condition code has been entered without including the correct condition code.

FORMLENGTH LOWER THAN PAGELENGTH

As you may expect, the form length must be longer than the page length.

GREATER THAN (RIGHTM-LEFTM)

You tried to indent more than the difference between left and right margins.

LEFTM GREATER THAN RIGHTM

Left margin is bigger than right margin.

(RIGHTM-LEFTM) TOO SMALL

During justification, no blank was found in a line. Try to separate a long word into syllables.

LIST ABORT WITH 'START'

You stopped the printout by pressing the <START> key.

Using Your Sample Letters

Your GT Estate Wordprocessor contains several sample letters and text files that have been provided to demonstrate how various features of the GT Estate Wordprocessor operate, and how it can take advantage of special features of some popular printers. In this section we will review one of these sample letters and analyze the sequence and logic behind the print format commands, editing commands, and other elements of the wordprocessor.

We'll begin by loading in the file named "LTR1027.TXT". After booting your GT Estate Wordprocessor and exiting the title page by typing any character, you will be presented with a blank workspace into which you may begin typing your document. Rather than typing an entire letter we will shorten this exercise by reading in a sample letter from your GT Estate Wordprocessor diskette. In order to accomplish this we must enter the command line by first typing <ESC>.

The first character on the bottom line of your screen will now change from a "-" to a "\$". Next you will type "RD:LTR1027.TXT", signifying to the GT Estate Wordprocessor that you wish to Read from Disk (defaulting to drive number one) the file named "LTR1027.TXT". In order to cause the GT Estate Wordprocessor to execute the command you have just typed you will now type <ESC> <ESC>. Following the command you previously entered ("RD:LTR1027.TXT"), you will see a "\$" character followed by a "#". Your disk drive will now become active and in a few seconds your screen will be filled with data. You will now be viewing the end of the document that has been previously recorded. Typing <CTRL>-<T> will move your cursor to the top or beginning of the letter. From this point forward it will be easiest to follow along with this text by using the <CTRL>-<DOWN ARROW> keys.

The first line of the LTR1027.TXT file is a <CTRL>-<L> (which appears as an inverse L on your screen, and is used to invoke the print formatter) followed by a capital K. Since your GT Estate Wordprocessor will "remember" the print formats invoked by a previous document written or printed during the same session, it is a good practice to begin documents with a <CTRL>-<L> <K> sequence to erase or cancel any previous print format commands. Of course if you have just booted up your GT Estate Wordprocessor there will be no previous print format commands to cancel, but you cannot always count on this sequence occurring.

The second line reads "Dear Indus Systems Customer:" followed by an inverse M. The inverse or control M character represents that the <RETURN> key has been pressed at this point. Since no format commands have been invoked at this point, the GT Estate Wordprocessor will obey the "return" instruction. After line 3, where the right margin justification function has been turned on, the control M (<RETURN>) instructions will be ignored, as the GT Estate Wordprocessor will merge all of the

sentences and make its own decisions as to when returns should be inserted until the next paragraph marker (<CTRL>-<L>) is encountered.

Line 3 reads as follows: "<CTRL>-<L>D1LOR70ATFTE5". This translates to turn on the print formatter, insert one blank line, set the left margin at 0, set the right margin at 70, automatically insert an extra linefeed after paragraphs, turn on the right margin justification, and automatically indent 5 spaces at the beginning of each paragraph. This short hand sets up all of the formatting for the next two paragraphs. You will notice that the "returns" which appear on the screen do not appear in your printed output of the letter. Also notice how the <CTRL>-<L> is used to mark the end of paragraphs.

Following the second paragraph, to demonstrate the line centering capability of the GT Estate Wordprocessor, we have typed <CTRL>-<L> <C> <T> which turns on the centering function. After we have typed "Centered Text", we have turned off the centering function by typing <CTRL>-<L> <C> <F>. (Centering has priority over right margin justification in your GT Estate Wordprocessor, failing to turn it off will cause each line followed by a return character to be centered between the left and right margins you have established.) On the same line we have entered a couple of additional commands: D1, insert one blank line; and L10, re-setting the left margin to the tenth column. The next paragraph is indented demonstrating a common method of easily identifying quoted sections, etc.

Following the indented sub-section is a line reading "<CTRL>-<L>CTD1LOR40", which translates to: invoke the print formatter, turn on the centering function, insert one blank line, re-set the left margin to zero, and re-set the right margin to forty. We will be centering the next line and then setting up a paragraph which will demonstrate turning on a special control code function in the Atari 1027 Letter Quality Printer.

After the "IMPORTANT NOTICE" line, we have written <CTRL>-<L> CFEOW followed by what appears to be an inverse "O". This translates to: turn off the centering function, do not indent at the beginning of the next paragraph, and write the hexadecimal control code "0C" to the 1027 printer. The hexadecimal control code "0C" is interpreted by the 1027 printer as a signal to begin its underlining capability. You cause the hexadecimal code "0C" to be written to the printer by first writing a "W" (after the print formatter has been invoked by typing of <CTRL>-<L>, of course). Next the <ESC> key will need to be pressed, getting you to the command line. Next the <H> key will be pressed to indicate to the GT Estate Wordprocessor that you will be entering Hexidecimal information. Now for the <O> and <C>. All that is required to have the special code be written into your text at this point is to type <ESC> <ESC>. This same sequence may be used to cause other special functions of your printer to be turned on and off (you will have to consult your printer manual for

details). It should be noted that for multiple control code inputs to the printer you do not need to repeat the "N", just continue writing two character hex codes on the command line until you have written all of the hex codes required then hit <RETURN>.

The next paragraph will appear entirely underlined, if you have an Atari 1027 Printer or if your printer interprets a hex "0E" as a signal to begin underlining. After the underlined paragraph we have written the following line, "<CTRL>-<L>E5L0R70W followed by what appears to be an inverse "N". This does the following things: indents 5 spaces at the beginning of paragraphs again, re-sets the left and right margins to 0 and 70, and most importantly sends a hex "0E" to the printer to turn off it's underlining function.

Our only other use of control or print formatter functions in this document, other than to separate paragraphs, is to again eliminate the automatic indentation after paragraphs in order that our closing "Very truly yours," and signature will appear flush left, and using the line insert command once again.

Of course this brief overview only scratches the surface of what is possible for your GT Estate Wordprocessor, but we hope the exercise has been useful and instructive. Printing this sample letter at this point will require only a few simple steps. Type <CTRL>-<T> to return you to the top of the letter. Type <ESC> <L> <P> <:> <ESC> <ESC>, and your printer will begin typing away. The results you would see, if you had an Atari 1027 printer are shown on the next page.

Dear Indus Systems Customer:

Thank you for purchasing the Indus GT Disk Drive for your Atari computer. We hope you are as happy with your disk drive as we were when we manufactured it for you.

This letter has been written to demonstrate how letters or other documents can be prepared by your Atari 1027 Letter Quality Printer. We hope this sample text will help to clarify any sections of the GT Estate Wordprocessor manual or quick reference card that were not obvious or that were confusing to you.

Centered Text

Or indented sub-sections can be useful for quotations, etc. Being able to have perfectly aligned right margins for these sections gives a much more professional appearance!

IMPORTANT NOTICE!

Sections of text which require more emphasis can receive it by underlining. You will soon learn to write the special character to the printer which turns the underlining off after the emphasized section is over -- otherwise, underline forever!

After a short period of learning appropriate control codes for your printer and getting accustomed to the commands and syntax you need, you will find the GT Estate Wordprocessor to be a very helpful and flexible tool for preparing documents. We hope this sample letter has proven useful to you.

Please feel free to contact us with any suggestions you may have for improving either our products or our documentation.

Very truly yours,

Indus Systems

Using the GT Estate Wordprocessor in Double Density

Due to potential conflicts in low memory, your GT Estate Wordprocessor has been provided to you in a single density, one or two drive configuration. You can create a single drive, double density version of the GT Estate Wordprocessor by following these simple steps.

1. Insert the Atari BASIC Cartridge into the computer. Note: Some new Atari computer models have "BASIC" built in.
2. Boot your original DOS XL Systems Master Diskette.
3. From the Menu type "T" for "TO CARTRIDGE". BASIC will clear the screen and say "READY".
4. Type "POKE 1802,1" and then the <RETURN> key. (See your DOS XL Operator's guide, pages 80 - 82 for an explanation of what this does.)
5. Press the <SYSTEM RESET> or <RESET> button. BASIC will clear the screen and say "READY" again.
6. Type "DOS" and then the <RETURN> key. The DOS XL menu will now be displayed.
7. Type "Q" to Quit the menu.
8. Follow section 7.2 in the DOS XL Operator's Guide to create a double density diskette.
9. Follow section 7.3 in the DOS XL Operator's Guide to copy the GT Estate Wordprocessor to the newly initialized double density diskette. Use the command "SDCOPY D1:AUTORUN.SYS D1:AUTORUN.SYS -Q" and <RETURN> instead of the example given in the book.
10. Re-boot the system using your new double density GT Estate Wordprocessor Diskette.

